TOWN OF CHILHOWIE

Mayor: Gary L. Heninger

Council: Billy L. Clear
Shannon Donnelly
J. Brent Foster
Bob Jeter
Julie Sturgill
P.J. Wolfe

325 East Lee Highway
P.O. Box 5012
Chilhowie, VA 24319
Phone (276) 646-3232
Fax (276) 646-3012
www.chilhowie.org

Town Manager: Brian Martin
Clerk/Treasurer: Felicia Eller
Police Chief: Andrew K. Moss
Director Public Works: Tyler Keen
Fire/EMS Chief: C. David Haynes
Building Official: Jenna Prater
Wastewater Operations: Luke A. Lowe
Water Operations: Don Cole, II
Special Events/Recreation: Stephen Fields
Building, Street & Grounds: Christopher Johnson
Legal: Cassell & Crewe, P.C.

AGENDA

TOWN OF CHILHOWIE COUNCIL MEETING

October 8, 2026

7:00 P.M.

1. **INVOCATION – Michael Rysko, First Church of God**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL OF COUNCIL**

4. **APPROVAL OF MINUTES**
   Regular August 13, 2026, and September 10, 2026, Council Meeting Minutes

5. **CITIZEN TIME**

6. **OLD BUSINESS**

   A. Update on Removal or Repair of Identifies Unsafe (Burned Out) Structures – Fire/EMS Chief & Town Manager

   B. Update on Weed Trash and Clutter Ordinance – Town Manager

   C. Update on Hurricane Recovery, Approval of Pay Request 11 & 12– Town Manager & Clerk Treasurer

D. Update of Double D Water Project – Town Manager & Public Works Director

E. Adoption of Resolution for Virginia Main Street Program – Town Manager (See Attachment)

F. Discussion of 2014 Ford Explorer – Town Manager

G. Update on Sealed Bids for Bypass Hoses, Torch and Tanks – Town Manager (See Attachment)

7. NEW BUSINESS

A. DOLI/VOSH Site Visit and Response – Town Manager (See Attachment)

B. Proposed Request for Proposals for Website, I.T Service and Surveillance System – Town Manager (See Attachment)

C. Update on Virginia Clean Cities, Electric Vehicle Charging Program – Town Manager

D. Update on Veteran's Banners – Clerk-Treasurer

E. Update on Mount Rogers Planning District Commission Water/Wastewater Program, Adoption of Resolution – Town Manager

F. Quarterly Report for Highway Safety Initiative – Deputy Chief

G. Invitation for Flu Clinic – Clerk Treasurer

H. Paving of Masion Alley and North Pine Street, Approval of Pay Request – Town Manager & Clerk Treasurer

I. Acceptance of Grant Funds from Smyth County Foundation – Clerk Treasurer

J. Adoption of Resolution to Amend and Appropriate FY 2026-2027 Budget – Clerk Treasurer (See Attachment)

K. Annual USDA Racoon Rabis Vaccination Program – Town Manager (See Attachment)

8. COMMITTEE REPORTS

- None

9. DEPARTMENT REPORTS

A. Town Manager – Brian Martin
B. Clerk-Treasurer – Felicia Eller
C. Fire/EMS Chief – David Haynes
D. Building Official – Jenna Prater
E. Police Chief – Andrew Moss
F. Public Works Director – Tyler Keen
G. Water and Wastewater Chief Operators – Don Cole/Luke Lowe
H. Buildings and Grounds – Chris Johnson
I. Recreation/Special Events Coordinator – Stephen Fields
J. Town Attorney – Paul Cassell

10. ANY OTHER COUNCIL BUSINESS

11. CLOSED SESSION

A. Discussion of County Contractual Agreements– Justification 2.2-3711(A)(7), as Amended

12. Adjournment